



United States of America Deaf Basketball, Inc.

USADB Retreat Minutes

California School for the Deaf, Fremont, CA
September 29-October 1, 2011

Present: Joey Baer, Chuck Wallace, James Powell, Brian Fruits, Doug Mader, Christina Costello, Mark Corson, Saul Gevarter, James Johnson, Justin Anderson, Jimmy Miller, John Scott, Kay Vincent, Paige Thompson-Matzker, Gene Duve, Shirley Platt

Guest: Jacques "Jax" Levesque (part of Friday afternoon)

Minutes recorded by Paige Thompson-Matzker and Christina Costello.
Minutes edited by USADB Secretary Powell

Thursday September 28, 2011

Greetings and Housekeeping Issues – Deputy Baer

Our meeting room moved due to construction and reviewed the general rules.

Retreat Overview and Agenda Review – S. Kay Vincent, Facilitator

Kay reviewed the agenda and added 2 topics as suggested

- Communication
- Regional Issues/Concerns (limit 3)

Kay reviewed the objectives of the retreat.

Overview of USADB

Kay introduced a new topic, "What is Our Business?"

What is USADB mission?

USADB provides national level competition for all deaf basketball players to participate in.

Some feel it's about the money and not about sports. Everyone should share the same USADB mission and goals. USADB supports 3 levels – International, National and Youth. Some questioned the need for all 3 when USADB focuses on National. There is no oversight over the International and Youth programs.

Some feel that communication between USADB and regions is declining and should change to leverage changes on how we all communicate today. Should USADB change its structure in order to better give oversight to all programs? Some pointed out that 5 years ago, USADB was a mess and now, there has been clear improvements in many areas. It is up to the regional to help lead USADB into the right direction.

Who are our customers?

- Players (Elite)
- Fans
- Partners?
- 8 Regions (included with players and fans, silent partners – a bridge to USADB) – Are Regions customers or partners or both?
- Sponsors

What does the Customer consider value?

- Social and Entertainment
- Money/Cash Prize (discussed about the changes/transition over the years – first pay for airfare/hotel, then hotel/van then hotel then nothing)
- Number of games – 3 game guarantees

What have been our results? (Addressing your customers??)

Which customers are we referring to? Fans seem happy, but players and regions are about half/half. When asked to defined “half/half”, USADB grades itself as C (good enough), but still get complaints even through there were improvements since 5 years ago. Tough to get all to agree on same information. USADB has had some good results, but still have a lot of work to do. There’s the appearance of fear and negativity still around. Negativity seems to bring down or hold back USADB. Kay summarized tonight discussion as “USADB and regions did the work, but need to evaluate the results”

What is our plan?

It was generally agreed that USADB would use what was discussed tonight to draft a 4 year plan. It was pointed out that the plan could change 1 or 2 years later due to new officers at both USADB and regional levels. It was also suggest that we should have a plan of action in place as well as discussion on marketing, communication and advertising – how to reach out to the community. Use v-logs, emails, coach responsibility, etc.

Parking Lot Issues

A “Parking Lot” list of issues was started so we don’t forget to discuss these during the retreat at relevant times.

- Identify Tasks and assign people
- Need Board Training
- Plan 25th anniversary women tournament
- fans database
- International
- hall of fame

Adjourned for the evening.

Friday, September 30, 2011

Parking Lot Issues

- USADB-USADSF
- Insurance
- DBO Membership fees
- DBO Services
- Prizes/Cash after tournament
- Tournament Scorekeepers & Statisticians
- Tournament shuttle (ground transportation)

Finance Report -- Treasurer Fruits

Audits

Treasurer Fruits gave an update on the 2006-2008 audits. The short version is that the investigations are still ongoing and we have dismissed the audit team because they were impeding the completion of the audit.

Questions were answered about an accident expense that USADB paid for. USADB paid for the accident but now has a policy that the driver must have insurance and USADB is not liable for any charges beyond the contract's terms.

The 2009 audit is completed. There were a few questionable items, but all were resolved and did not impact USADB's finances. The 2010 audit is still in progress, hope to have completed by Christmas 2011. The 2011's audit will start next year.

USADB Board was reminded that all the officers are held accountable for all actions USADB takes including money.

USADSF Membership

Fruits shares his perspective that USADB supports USADSF for basketball but not the how the membership works. USADSF uses USADB's support to send players to International games (PamAms, World Deaf championship, etc). The issue is that only an elite few go, not the 800 members USADB has.

Retreat attendees have questions for USADSF and Jack Lamberton, the president will be in attendance later today and he would be able to answer them. There was discussion on the USADB-USADSF relationship and the USADSF's membership dues (per head or flat fee). International Program pays for the USADSF Affiliation fee...not USADB, which is focused on National only.

New Parking Lot Issues

- USADB-USADSF
- Insurance

National Tournament Expenses

Tournament costs are dependent on location, number of games/courts and other charges. USADB no longer uses school facilities for the tournaments. USADB pays referees a set fee on a per game basis, using the recreation guidelines instead of NCAA's (which is higher). DBO pays for the travel and accommodations. USADB's bylaws states that 2 rooms be provided for referees.

It was agreed that USADB stay with DBO for referees during the tournaments.

New Parking Lot Issues

- DBO Membership fees
- DBO Services
- Prizes/Cash after tournament

Hotel expenses for the 2011 Tournament (Bloomington, MN) were awful because USADB had to pay unnecessary and unexpected charges (booking fees). USADB will now read ALL contracts carefully. There was discussion on what USADB should be providing...hotel? (3 rooms for 3 nights for each team). If team chooses not to use HQ hotel, the team pays the lodging costs. Transportation will not be provided. Questions were asked about which teams can go to USADB National. USADB pays regional champs prize and championship money.

USADSF Membership Dues

There is the impression that USADB's membership dues paid to USADSF is the lion share of USADSF's membership revenue. USADSF President Jack Lamberton answered many of our questions about this. One question remains: Is USADSF willing to go to a "flat-fee" basis for membership or willing to redefine who actually pays the USADSF's \$5/head fee. Then there is the relation question of USADSF not sending teams to the International games (USA Deaf Basketball team did not go to the World Deaf Championships).

USADB Membership Dues

Over the last 3 years, USADB has received on average \$15,000/year. If we change that, it will have an impact on USADB's revenues. Two regions are not in compliance – what to do to enforce compliance? Penalties (no prize/champ money for winning teams, region champs can't play)...

It was agreed that all teams must pay \$20.00 because it is in the bylaws. The question is how we should enforce that? It was decided to hold any further discussion on this to tomorrow.

USADB Matters – Commissioner Platt

Archives

USADB has made arrangements with Utah Valley University to store USADB's records from 1980 to 2005) and be made available via media (Internet, digital) at no charge. All statistics are completed except for Men's 2007-on.

Public Relations Director

USADB selected Greg Mendenhall but due to unfortunate personal situation, Commissioner Platt and Secretary Powell took over until things settle down for PR Director Mendenhall.

Hall of Fame

USADB will have Hall of Fame this year as we did not have one last year. Need to establish a committee and USADB bylaws say must be from AAAD.

Coach Selection Complaint

USADB received 1 grievance/complaint about the international coach selection. A committee was formed and determined that it did not warrant further investigation.

International Issues

Seems to be sticky issue/situation since Deaflympics was cancelled, etc. The USA Teams decide to withdraw, but had to pay a penalty. Both teams withdrew because the players did not meet

fundraising commitments. Going to PamAms is questionable. Tryouts need to be cleaned up. A Task Force was established with Saul Gevarter, Kevin Smith, Ida Dotson and Abby Moose-DeMario to review the entire International program from top to bottom and recommend changes to the USADB Board.

Board Meetings

The Board tried using ooVoo. It was suggested to work with VRS providers to arrange for a group meeting.

Regional Matters

Philosophy is that regions should follow USADB bylaws and current guidelines regardless

USDAB National Tournament -- Tournament Director Wallace

Director Wallace talked about several things such as booster, All-Stars, and the registration packet. Talked about insurance from USSSA and its procedures. Will share information with regions.

Houston Tournament

The HQ hotel is the Marriott Hotel. The distance between the hotel and the gym is about 20 minutes and recommends that teams arrived 2 hours early. Teams are to bring tape, balls and other equipment. There is no shot clock but they have electronic scoreboards. It was suggested that Director Wallace do a V-log.

Future Tournaments

The 2013 tournament will be in King of Prussia, PA (near Philadelphia) April 4-6, 2013. The gym is similar to Hoops in Louisville, KY. The 2014 Tournament will be held in the Northwest region

Online Team Registration

Last year was the first time to do this. It was good, but need improvement, as regions were late in submitting. Must submit ON TIME!

It was decided that for this year, we'll do Excel spreadsheet and send to USADB Secretary.

Other Tournament Related Notes

Need qualified scorekeepers and statisticians for the tournament. This was added to the Parking Lot issue list.

Secretary Powell showed the tournament flyer, it's accurate but would like more information on it. Powell explained parts of the hotel reservation procedure and to use "USADB" as the code if calling to reserve.

Gym do not allow outside food to be brought in. Must purchase from the facility.

Gene Duve, DBO representative, shared with us some issues. There are 4 courts, but can do 8 (different color lines) and that's the reason why there is no shot clock. Safe to use 8 courts – no, but could configure the courts and use 2 for the winning teams and 4 for losing teams. NCAA Rules –the Tournament Director is responsible but so are the regions. DBO (Chris Miller) did v-logs last year.. We all should know the rules. Referees and players are human beings ...if a game is scheduled to start at 10, start at 10, period. The game times for the bracket did not work out well. Need to revise it. Need a way to select referees for the championship games. DBO will ask 3 people to submit 4

referees and then tally the votes. The referees have a right to tell and/or replace scorekeepers and statisticians to keep the tournament running smoothly.

Secretary Powell agreed to have the tournament packet ready by October 8, 2011 (the packet were to be mailed out by Oct 1, but that was retreat weekend AND the forms needed to be revised based on the decisions of the tournament)

HOD Business Referred to Retreat -- Deputy Baer

Refer to handout for details. (Retreat Attachment #1)

BPAC Guidelines (#11 HOD 2010-37)

Recommend to remove entirely and ask HOD to accept the recommendation. Then set up a committee to re-write the BPAC guidelines.

HOD 2010-31 and Proposal #9

Hold until Saturday due to \$20.00 issue

Proposal #3

USADB supports the recommendation

Proposal #11

This proposal failed

HOD 2011-05

This motion already failed, no further action needed.

Recessed for the evening at 5:45pm

Saturday, October 1, 2011

Quote of Day:

“When your intention is great enough you will ALWAYS find the time and energy to accomplish your desires. You can state excuses to the contrary, but holding on to your old stories is just another way of wasting precious time.” — James Arthur Ray

We discussed what to do to finish the agenda and the parking lot issues. In agreement that

- Kay assist with cleaning up USADB's Bylaws, Constitution and Guidelines
- Not discuss that during the retreat due to time
- USADB officers to meet with Jack Lamberton to discuss USADB-USADSF issues
- And the regions tackle the \$20 issue
- A paper drafted to explain the differences between Constitution, Bylaws and Guidelines.

\$20 Issue

It was suggested that we replace “membership fee” with “player fee” or “team fee” due to misleading information. It's a different mindset. It was decided to raise the team fees and drop the #20 player fee altogether. This will be done for the 2012 tournament as a trial basis.

USADB Structure

It was proposed that we change USADB structure in order to provide better oversight to the International and Youth programs and to streamline the multiple communications forms into one. Two new board positions will be Vice-President of International and Vice-President of Youth. The Deputy Commissioner will be re-titled to Vice-President of National; Secretary becomes Vice-President of Member Services and the Treasurer becomes Vice-President of Finance. The Public Relations director will move to under Member Services. Tournament Director moves to National. Both International and Youth programs will have their own financial officers but both report to and work with the Vice-President of Finance

The regions were receptive to this and USADB can operate in this structure “internally” to see how this model works. The existing International and Youth committees will remain as it is now.

Parking Lot Issue List

We went through the list and crossed off several items. We then addressed the following issues that remained:

Saturday Night Entertainment

Need clarification on who is responsible for this. Contract out: Supalee will be responsible for Saturday night entertainment. He will recruit some of his friends for the entertainment. He will be responsible for all the costs and everything. USADB does nothing – USADB will obtain 40 percent of the profits from the event. USADB will have no responsibility associated with that.

Regional officer’s duties during tournament

A task list will be created and assignments will be made

Scorekeepers & Statisticians Guidelines

Information will be given to Tournament Director Wallace to set up on the tables.

Team Registration Forms

Secretary Powell agreed to revise the forms and mail out by Oct 8, 2011.

Championship Teams Lodging

We discussed the hotel reimbursement as well as the requirement that teams stay at the designated HQ hotel. We had come to the understanding that USADB was to provide reimbursement to the championship teams and possibility the regions AFTER the tournament and all bills paid. For now, the teams are on their own but will be encouraged to stay at the designated HQ hotel (for social reasons, mostly). The teams are not to expect bona-fide reimbursements because we eliminated the \$20 player fee.¹

Mail Issue

To help regions save postage, mail the forms AND checks to USADB Secretary and Secretary will forward all checks to Treasurer. It’s in the USADB Bylaws, but regions don’t follow.

¹ Note: E-mail communication with the retreat attendees during November 2011 clarified the intentions. USADB will help the teams in whatever ways they can above and beyond what they already get for playing in the tournament.

RFA Issues

USADB agrees to post all forms received by Feb 15th on the website and the regions will have an opportunity to review and file protest, if necessary before the region tournaments. It is further recommend that the team forms be on the website by Feb 22nd

It was also recommended that copies of the driver licenses to the USADB Secretary. The driver license will not be the only thing checked during a protest. On the website, to indicate which players are free agents.

Combo Tickets

USADB needs to communicate with region teams that they are advised to purchase combo tickets early as possible. Combo ticket prices increases as we get closer to the tournaments. Everyone is in agreement that "at-door" tickets are separate and often highest priced.

Game Stats

Will have 4 people in one of the rooms to feed stats into the system. Plans to have runners to take the sheets from the score tables to the room as they are signed by referees at the conclusion of each game. Desire more qualified statisticians, especially for winning bracket games.

Tournament Shuttle

USADB was asked to look into vehicle rental arrangements to help teams save costs. And to see if a shuttle service would be more cost effective and announce in advance the final arrangements.

Local Tournament Liaison

Assumptions are dangerous. John Scott is the designated Local Tournament Liaison, up until tournament, when he becomes the Head Statistician. John will find someone to be the runner. USADB should set up a communications base and chart who is doing what and when.

Timeline

- | | |
|---|---|
| Feb 1 | Forms and money to region secretary
If received after Feb 1, region fines team \$100 |
| Feb 15 | Forms and money to USADB secretary
If POSTMARKED after Feb 15, region is fined \$100 |
| Feb 22 | Roster Forms are posted on USADB's website |
| March | Regional Tournaments are held |
| 72 hours after end of region tournament | Regions MUST send team pictures to USADB Tournament Director
If past 72 hours, region will be fined \$150.
USADB Secretary will follow up with regions to obtain final team rosters (Excel spreadsheet) And send to Tournament Director |

The team entry fee is non-refundable. Teams can still send early bird with out the \$20.00 fee but later decide to go, pay the \$20 plus the \$400 or \$450 team fees.

Lifetime Pass holders only pay \$25. A motion on Lifetime Pass holders paying only \$25 and no membership due carried.

Players who don't participate in the National Tournaments but still wishes to go as a fan must pay regular fan prices (not pay players fee). They should be encouraged to buy Early Bird combo tickets.

USADB Treasurer will pay all bills, set aside \$5,000 for next year's USADB operations and whatever amount remains will be divided up amongst the Tournament Championship Teams. Tournament Financial report is due 90 days after the tournament.

USADB Board Training

Newly appointed board members needs to be trained in USADB's mission, 4 year strategy plans to help maintain and improve USADB's future.

The 25th Annual Women's Basketball Tournament

The 25th Annual Women's Tournament is 3 years from now (2014). A motion was made that USADB establish a task force/committee and it carried.

Hall of Fame

USADB should re-activate this and establish a committee. FAAD President Mark Corson offered to help. USADB needs to update the Hall of Fame guidelines and establish the selection process.

Parliamentarian:

USADB is encouraged to find a local parliamentarian in the city of where the tournament is hosted. This will help USADB save money on travel expenses. USADB will also need a back up plan if unable to find a local parliamentarian.

Communications

All of us listened to each region's communication concerns.

Tournament dates should be announced as soon as it is selected. This will help the regions more. The 2013 Tournament date is already announced (first week of April). If a date is not either 1st or 2nd weekend (traditional), USADB needs to explain to regions why.

E-mail communication

We all need to be mindful of who we are sending e-mails to. If a person wishes to "pick on someone", respond to that person ONLY – others do not need to be involved. Make sure e-mails go to the correct people. Some people are responsive, while others are not.

USADB will go with the majority based on discussion if there is an email vote where no one responses either AYE, NAY or abstain.

Public Relations Director

We need to have patience to find out if we need to find a replacement. If someone notice a board member not responding, or forgot to do something, please send a friendly reminder and the job will be done.

V-logs

Joey Baer is expert but other USADB officers are encouraged to create v-logs.

Adjourned at 4:30pm

Respectfully submitted,

James Powell, USADB Secretary